

**PLANNING COUNCIL**  
**April 28, 2015**  
**Minutes**

**PLANNING COUNCIL MEMBERS**

	Stan Baker		Victoria Langston		Randy Parsons
	Jackie Bzostek		Ted Lovato		Francine Pratt
	Tom Cassidy		Paula McNeely		Steven Stellner
	Don Clyburn		Ray Moore		Ron Stinson
	Jenny Finley		Kellie Norcott		Charles Turner
	Jeff Hamilton		Mike Parker		Judy Wenzel
	David Henderson				

**PLANNING COUNCIL STAFF**

	Gil Flores		Jamie Schield
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 = Present     
  = Excused Absence     
  = Unexcused Absence

**Guests Present:** DeeJay Johannesson (HELP), Carol Creech (HELP), Vera Parker (ViiV), Jennings Stone (AHF), Mellisand LeRoy (AOC), Ana Colin-Hernandez (AOC), Tammy McGhee (TC Community Development), Nicole Calhoun ( TC Community Development), Chris Anderson (City of Fort Worth), Lonnetta Benson-Cooks (JPS), Margie Drake (AA), Lisa Muttiah (TCPH)

**I. Call to Order – Jackie Bzostek, Chair**

- a. Jackie called the meeting to order at 10:45 am and reminded everyone about conflict of interest disclosures.
- b. Jackie asked people to introduce themselves.
- c. Jackie reminded people about the packet materials.

**II. Consent Agenda**

- a. The March 24, 2015 meeting minutes were approved by consensus with changing John Reed's affiliation to AHF.

**III. Planning Council Program**

- a. 2015 Assessment of the Administrative Mechanism
  - i. Gil Flores gave a summary of the Assessment and mentioned it was an annual requirement from HRSA.
  - ii. Gil also mentioned how the Evaluation Committee decided to conduct an assessment that would complement the Needs Assessment.
  - iii. Copies of the 2015 Assessment of the Administrative Mechanism were distributed to members and guests.

- iv. Brian Emerson discussed the process for data collection and analysis.
- v. Brian reviewed some of the findings.
- vi. The group had questions and there was some discussion.
- vii. A suggestion to change some of the verbiage in the conclusion was accepted.
- viii. Margie Drake asked what the findings were with regards to the area being able to effectively and efficiently distribute funds to areas of greatest need. She said this is needed for a Part A grant response.
- ix. Gil Flores said yes. Based on the findings, funds are distributed effectively. Mike Parker added that the answer is stated in the paragraph before the conclusion. There can be improvement with regards to how efficiently the funds are distributed.

#### **IV. Reports**

- a. Committee Updates
  - i. Comprehensive Planning – Stan Baker reported that the committee reviewed an abundance of information at their meeting. They are discussing where to go from here. It is a work in progress.
  - ii. Positive Voices Coalition – Ana Colin-Hernandez shared that the committee is working on topics for the May meetings. The group hopes to have Dr. Clay at all four meetings in May. Darlene Carter spoke to the Fort Worth group this month regarding HEI and street drugs.
  - iii. Evaluation – It was noted that the presentation today was the Evaluation Committee's report.
  - iv. Allocations – Don Clyburn said there was lots of discussion about the information the committee requests from the Administrative Agency. There were questions as to whether the information is sufficient.
- b. Administrative Agency
  - i. Margie Drake reported that HRSA made some changes as to what they accept to be billed under their 10% Administrative Cap.
  - ii. Enroll Texas has helped clients get insurance. Last year, less than 25 clients were enrolled in marketplace insurance. So far this year, around 170 clients are enrolled.
  - iii. The Abilene and Wichita Falls HSDAs will transition to Brazos Valley Council of Governments on September 1<sup>st</sup>. Part C will phase out at the end of December.
  - iv. The AA was informed at the Part A & B meetings last week, that DSHS' contract for ARIES support ended last July. This has made it a struggle for them to complete the RSR reports. Margie and Lisa Muttiah will participate on a call tomorrow regarding ARIES. Margie said people can talk to their state representatives or write the acting commissioner to complain.
  - v. At the Part A & B meetings, there was a lengthy presentation on insurance. However, DSHS will present this insurance information around the state. It will be in the area at the end of May or June 5<sup>th</sup>.
  - vi. DSHS developed a new tool to help areas decide how much to allocate to Insurance Assistance.

- vii. Part A and C grants are due this summer. Requests for Proposals from the AA will be released at the end of August for Tier 2 service categories.
- c. Planning Council Staff
  - i. Gil Flores reported that Shelly Petr completed her internship. Brian Emerson will complete his internship on May 18<sup>th</sup>. Bola Mudasiru is on hiatus to complete some school work. She will return the week of May 18<sup>th</sup>.
  - ii. Gil also noted that the new intern, Gladys Harris, will begin later in May.

**V. Announcements**

- a. Brian Emerson thanked everyone for the opportunity to intern with the Planning Council. He also noted that he graduates in May and asked if anyone is looking to hire to contact him. He is completing an MPH degree.
- b. Mike Parker asked the Allocations Committee to remember that premiums are really high for clients.

**VI. Next Meeting**

- a. The next Planning Council meeting is Tuesday, May 26, 2015 from 10:45 am – 11:45 am at Tarrant County Public Health, 1101 S. Main Street, Fort Worth.

**VII. Adjournment**

- a. The meeting was adjourned at 11:53 am.

Submitted by

Certified by

Gil Flores

Jackie Bzostek